



## Board of Trustees

Governance and Nomination Committee

October 11, 2023

Minutes

President's Boardroom, Horace Mann Center

A live stream of the meeting for public viewing also took place on YouTube.

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**MEMBERS PRESENT:** Vice Chair Theresa Jasmin, Secretary Dr. Robert Martin, and Trustees Chris Montemayor, William Reichelt, and Board Chair Ali Salehi, ex-officio member

**MEMBERS PARTICIPATING REMOTELY:** Committee Chair Melissa Alvarado

**MEMBERS EXCUSED:** Trustee Madeline Landrau

**TRUSTEE GUESTS PRESENT:** Trustee Daniel Currier

Also present and participating was Westfield State University President Dr. Linda Thompson.

Committee Chair Alvarado called the meeting to order at 8:02 AM and a roll call was taken of the committee members participating as listed above except for Trustee Reichelt, who joined at 8:04 AM. It was announced that the meeting was being livestreamed and recorded.

**MOTION** made by Trustee Jasmin, seconded by Trustee Martin, to approve the minutes of the June 13, 2023, and July 21, 2023, meetings.

There being no discussion, **ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Jasmin, Martin, Montemayor, Reichelt, Alvarado, and Salehi.

Committee Chair Alvarado stated the committee will be focusing on strategic initiatives and Board assessment this year.

New Trustee Appointment Process. There are two trustee seats opening in 2024. Priorities for University objectives and diversity needed on the Board were discussed. Desired skillsets identified at the June meeting include the following, which will be the focus as potential trustees are identified:

- Fundraising
- Knowledge and experience in Higher Ed
- Legal experience in contract, employment, and labor law
- Marketing to diverse populations
- Local business ties and connections

Next steps were shared:

- After receiving suggestions, a list of potential trustees has been created, which will be ranked based on priorities.
- The committee will be responsible for vetting the candidates and requesting resumes.
- The Board and committee chair will interview potential trustees and provide them with the Public Education Nominating Council (PENC) criteria and responsibilities.
- It is expected that a letter will be sent from the president, identifying nominees for the open Board seat, and attaching their resumes.
- The Board's grid of trustee makeup will help identify qualified, strong, candidates, which will need to be put forward strategically.
- It was suggested to create due dates in the process and to start the process early since PENC will be meeting in the next few weeks and does not meet often.

There being no further business,

**MOTION** made by Trustee Martin, seconded by Trustee Jasmin, to adjourn.

**ROLL CALL VOTE** passed motion unanimously with Trustees voting in the affirmative: Jasmin, Martin, Montemayor, Reichelt, Alvarado, Salehi.

Meeting adjourned at 8:20 AM.

Attachments presented at this meeting:

- a. Draft Minutes of June 13, 2023, Meeting
- b. Draft Minutes of July 21, 2023, Meeting
- c. Draft Process for Nominating New Trustees or Trustees Seeking Reappointment

**Secretary's Certificate**

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the Westfield State University Board of Trustees Governance and Nomination Committee meeting held on October 11, 2023.

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Dr. Robert Martin, Secretary

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Date